

UNITED STATES BANKRUPTCY COURT
DISTRICT OF VERMONT

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Clerk of Court
Thomas J. Hart

**CLERK'S
ANNOUNCEMENT
01-108**

TO: Court Users

FROM: Thomas J. Hart

DATE: December 21, 2001

RE: Debtor Identification Program

Beginning with cases filed by individuals in January 2002, the Office of the United States (U.S.) Trustee, Northern District of New York and District of Vermont will implement a new Debtor Identification Program. This program will require all debtors to provide picture identification (ID) and proof of Social Security number at the meeting of creditors required by the United States Code, Title 11, Section 341(a), commonly known as the "341 Meeting." The case trustee is required to re-schedule the meeting if the debtor fails to produce the ID and proof of Social Security number at the initial meeting. The purpose of this program is to prevent identity theft, to detect inadvertent errors that harm innocent third parties, and to protect the integrity of the U.S. Bankruptcy Court records.

All ID materials must be original documents; no photocopies will be accepted. Acceptable forms of picture ID include: (1) valid state driver's license; (2) government ID card; (3) state-issued picture ID; (4) student ID; (5) U.S. passport; (6) military ID; or (7) resident alien card. **NOTE: The Vermont Department of Motor Vehicles (DMV) will furnish photo ID, even for individuals who do not drive. For directions on how to obtain a picture ID from the DMV, please see the reverse side of this announcement.**

Acceptable proof of Social Security number includes: (1) Social Security card; (2) medical insurance card; (3) pay stub; (4) W-2 form; (5) IRS Form 1099; or (6) Social Security Administration report. If there is an error in the Social Security number, the debtor will be required to file an amended petition correcting the error, pursuant to Fed. R. Bankr. P. 1009, within 10 days of the 341 Meeting. Failure to do so may result in dismissal of the case, based upon a motion by the U.S. Trustee.

Attorneys, please apprise your clients of this new requirement. If you have any questions, feel free to contact the Clerk's Office at 802-776-2000 or the United States Trustee's Office at 518-434-4553.

How to Obtain a Photo ID from the Vermont Department of Motor Vehicles

1. Individuals who currently hold a non-photo driver's license may go to any office of the Vermont Department of Motor Vehicles and convert it to a photo license. The fee is \$5.00. The individual need only produce his/her current license and one other form of identification from the lists below. The new photo driver's license will be available the same day.
2. Individuals without driver's licenses of any kind may obtain a non-driver ID from any office of the Vermont Department of Motor Vehicles. The fee is \$15. These individuals must produce two forms of identification, one from the "Primary" list and one from the "Secondary" list below.

Primary Documents

U.S. or Canadian photo driver license, not more than one year expired.

U.S. or Canadian photo ID card, not more than one year expired.

Microfilm/photocopy of driver's license or ID card, certified by the issuing agency, not more than one year expired.

U.S. or Canadian birth certificate,
Must be original or certified copy, with raised seal, issued by an authorized government agency. Hospital and baptismal certificates are not acceptable.

The following INS documents, valid and unexpired:

Certificate of Naturalization (N-550, N-570, N-578)
Certificate of Citizenship (N-560, N-561, N-645)
Northern Mariana Card
American Indian Card
U.S. Citizen ID Card (ID-179, I-197)
Resident Alien Card (I-551)
Temporary Resident ID Card (I-688)
Record of Arrival and Departure in a valid Foreign Passport (I-94)
Valid Foreign Passport containing an I-551 stamp U.S. re-entry Permit (I-327)
Refugee Travel Document (I-571)
Employment Authorization Card (I-688A, I-688B, I-766)
Record of Arrival and Departure, stamped "Refugee (I-94)
Canadian Immigration Record and Visa or Record of Landing (IMM 100)

Court order containing full name, date of birth, and court seal.

Active Duty, Retiree, or Reservist military ID.

Valid U.S. or Canadian passport.

State-issued Learner's Permit, not more than one-year expired. Out-of-state permits must have photos.

Canadian Department of Indian Affairs ID card.
Tribal-issued card is not acceptable.

Secondary Documents

All primary documents.

All INS documents listed under Primary Documents, expired one year or less.

Bureau of Indian Affairs Card/Indian Treaty Card.

Driver's license/ID card, expired one year or less.

Court order without date of birth.

Employer photo ID card.

Foreign birth certificate, translated by translator.

Health insurance card.

IRS or state tax form (NOT W-2).

Marriage certificate or license.

Medical records from doctor or hospital.

Military dependent ID card.

Military discharge/separation papers.

Gun permit.

Pilot's license.

Certified school record/transcript.

Social Security card, NOT metal or laminated.

Canadian social insurance card.

Student photo ID.

Vehicle title, NOT registration.

Photo welfare card.

Prison release document.

One of the two documents must contain the individual's place of birth.